

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

CONTACT PERSON'S NAME/TITLE:

Heather Harris – Wildlife Biologist

Marc Kloker – Information & Education Program Manager

ADDRESS: 1 Airport Road

CITY: Glasgow

STATE: MT

ZIP: 59230

PHONE: 406-228-3700

EMAIL ADDRESS: beharris@mt.gov and mkloker@mt.gov

DATE OF ANNOUNCEMENT:

Wednesday, January 20, 2016

APPLICATION DEADLINE:

Friday, March 4, 2016 at 5:00 PM (postmarked)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Nongame assistant and Information/Education assistant intern

OF POSITIONS: One (duties will be split between nongame and information/education)

LOCATION(S): Glasgow, MT

WORK START/END DATES: Approx. May 15, 2016 to August 31, 2016

HOURS/WEEK: 40

TRAINING/ORIENTATION DATES: May 15, 2016

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC.):

\$9.00 - 9.50/hr

When attending to duties more than 15 miles from Glasgow headquarters, intern's meals will be compensated at state rates. Intern will be expected to wear FWP uniform, which will be provided at no charge.

A camp trailer may be provided for housing, and a department vehicle will be provided for work travel. Interns must have their own transportation (or arrange for transportation) to and from the Glasgow office

POSITION DESCRIPTION:

Nongame assistant duties: Assist biologists in the day-to-day tasks associated with wildlife work. This is an opportunity to learn a variety of field skills potentially including: point counts and bird call identification, mist-netting and identification of bats, surveys for amphibians and reptiles, trapping, handling and identification of small mammals, and a variety of other field techniques. The intern will also

assist with data entry and the maintenance of equipment as needed.

Information/Education assistant duties: Assisting the Regional Information and Education Program Manager in planning, publicizing and conducting youth angling education activities; Preparing fishing gear for use in the Kids-to-Fish rod and tackle loaner program; Maintaining and organizing other angling, hunter education and bow hunter education equipment; Assisting with other public relations projects, including the creation of news releases and social media updates; Attending inter-agency, intra-agency and public meetings with FWP staff; Assisting with planning and carrying out other educational programs that will be developed throughout the summer, ie: bird identification, bat netting, plant collections, insect collections; Occasionally helping other fisheries, wildlife and enforcement staff with work in the field as needed or requested.

This position is based out of Glasgow, MT, but will include travel throughout Region 6 to assist biologists and information/education programs. There will be some office work, but time will be spent in the field working in potentially extreme conditions and remote settings. Camping at remote locations is likely.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

General education: Applicants must be currently enrolled in an accredited university or college program. This includes all public, private, community, vo-tech, and Native American institutions of higher learning. Preference will be given to those individuals enrolled in a program (or have taken classes) with wildlife biology, wildlife management, ecology, zoology, outdoor education, parks and recreation, or closely related field(s).

Nongame assistant skills: No prior field experience is required, but applicants must be energetic and enthusiastic with an ability to learn new field skills. The applicant must have good map reading and orientation skills. Applicants must be able to follow oral and written directions accurately, be detail-oriented, organized, and work well independently and as part of a team. Applicants must also be physically fit and able to hike long distances while carrying equipment, willing to work in adverse weather, and tolerate buggy conditions.

Preference will be given to applicants with prior field experience that included data collection and data entry. Additional preference will be given to applicants with bird (including by ear), small mammal and/or bat ID skills.

Information assistant skills: Past outdoor education and/or public communication experience is not necessary. Applicant should have some basic abilities to operate and repair angling equipment (or be willing to learn) and how to instruct the use of a variety of types of fishing gear and techniques to youth. Applicant should be comfortable working with other people, especially youths. Applicant should have some basic computer skills. Applicants must be able to follow oral and written directions accurately, be detail-oriented, organized, and work well independently and as part of a team.

Applicant should have a valid driver's license, with the ability to operate manual and automatic transmission vehicles. Applicant may also be driving and backing pull-type trailers. Applicant should have at least some past experience with equipment such as manual and power tools.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

Please send a detailed resume, a list of references with names and phone numbers (including at least one past employer/supervisor), and a cover letter. The cover letter should address why the applicant wants to work in Eastern Montana and why he or she wants to learn basic nongame skills, and be involved with both outdoor and aquatic education and public outreach.

Please email your application to Heather Harris at heharris@mt.gov and Marc Kloker at mkloker@mt.gov. For more information regarding this position, please contact Heather Harris or Marc Kloker via email or

feel free to call them at 406-228-3700.

ADDITIONAL INFORMATION: (;HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)

A camp trailer may be provided for housing and a department vehicle provided for work travel. Interns must have their own transportation (or be able to arrange transportation) to and from the Glasgow office.